

The Planning Commission for the City of Junction City met on Tuesday, June 17, 2014 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

PRESENT WERE: Chair, Jason Thiesfeld, Commissioners, Sandra Dunn, Robert Solberg, James Hukill, and Jack Sumner; Contracted Planner (LCOG), Gary Darnielle; City Administrator, Melissa Bowers; and Planning Secretary, Tere Andrews; **ABSENT:** Jeff Haag

I. OPEN MEETING AND REVIEW AGENDA

Chair Thiesfeld opened the meeting at 6:30 pm and led the Pledge of Allegiance. He then reviewed the agenda.

II. APPROVAL OF MINUTES

• MAY 20, 2014

Motion: Commissioner Dunn made a motion to approve the May 20, 2014 minutes as written. Commissioner Hukill seconded the motion.

Vote: Passed by a vote of 5:0:0 Chair Thiesfeld, Commissioners Dunn, Sumner, Solberg and Hukill voted in favor

III. PUBLIC COMMENT (FOR ITEMS NOT ALREADY ON THE AGENDA)

There were none.

IV. MP-14-01, 325 E 1ST AVENUE

Planner Darnielle addressed a question from the Commission from the May 20, 2014 meeting. Commissioners asked if there were statutory requirements for a final plat to be recorded within 90-days of approval. There were no prohibitions in the Oregon Revised Statutes regarding final plat recording.

Chair Thiesfeld asked that the item be added to the Planning Commission work Plan.

Planner Darnielle then reviewed the staff report for preliminary partition (MP-14-10) at 325 E 1st Avenue. The application was reviewed against the applicable criteria and staff found the criteria were met for a preliminary partition. The proposal was not in conflict with Planning policies. The application did not include proposals for any improvements.

Planner Darnielle made a correction to the Proposed Final Order, page 9 center of page, Land Surface Drainage, a finding and condition of approval of a drainage plan was listed in error. Improvements were not proposed therefore staff recommended the Planning Commission removed the finding and conditions from the Proposed Final Order.

Staff recommended approval with two (2) conditions, the final plat be recorded with Lane County and prior to submitting for building permit applications a Development Review would be required.

Commissioner Sumner asked about Lane County comments regarding the access points to the property.

Planner Darnielle responded Lane County had a policy to reduce the number of access points where possible. A good argument could be made to the County that the access points had been operating successfully.

Motion: Commissioner Solberg made a motion to approve with conditions as stated in the final order the Preliminary Partition for 325 East 1st Avenue, File # MP-14-01. Commissioner Hukill seconded the motion.

Commissioner Solberg withdrew his motion.

Motion: Commissioner Solberg made a motion to approve with conditions as stated in the final order the Preliminary Partition for 325 East 1st Avenue, File # MP-14-01 with changes recommended by staff. Commissioner Hukill seconded the motion.

Vote: Passed by a vote of 5:0:0 Chair Thiesfeld, Commissioners Dunn, Sumner, Solberg and Hukill voted in favor

V. POSSIBLE ADOPTION OF AMENDMENT TO THE PLANNING COMMISSION BY-LAWS

Administrator Bowers reviewed the proposed changes as requested by the Planning Commission at their May 20, 2014 meeting.

Motion: Commissioner Sumner made a motion to approve the amendment to Article IV, Section 4 of the Planning Commission By-Laws. Commissioner Hukill seconded the motion.

Vote: Passed by a vote of 5:0:0 Chair Thiesfeld, Commissioners Dunn, Sumner, Solberg and Hukill voted in favor

PLANNING AND BUILDING ACTIVITY REPORT

Administrator Bowers reviewed the Planning and Building activity report for the month of April 2014.

A second meeting in July will not be necessary. The application will come before the Planning Commission at their August meeting.

The new City of Junction City Planner, Jordan Cogburn was introduced to the Planning Commission.

Kenneth Wells has submitted an application for the regular Planning Commission seat vacated after Commissioner Phelan resigned. His application would come before the Planning Commission at their August meeting.

Mr. Wells was present at the meeting and introduced himself.

VI. COMMISSIONER COMMENTS

Chair Thiesfeld thank Planner Cogburn and Mr. Wells for attending the meeting.

VIII. ADJOURNMENT

Motion: Commissioner Dunn made a motion to adjourn the meeting. Commissioner Sumner seconded the motion.

Vote: Passed by a vote of 5:0:0. Chair Thiesfeld, Commissioners Dunn, Sumner, Solberg and Hukill voted in favor

The meeting adjourned at 6:52 p.m.

The next regularly scheduled Planning Commission meeting would be Tuesday, July 15, 2014 at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Secretary

Jason Thiesfeld, Chair